

Wayland Mission Statement

Wayland Baptist University exists to educate students in an academically challenging, learning-focused, and distinctively Christian environment for professional success, and service to God and humankind.

Contact Information

Course: HIST 1303 VC 01 – World Civilization to 1500

Campus: WBUonline

Term/Session: Spring 2 2022 (8-Week Term)

Instructor: Doctor James Powell

WBU Email Address: The REQUIRED E-Mail for Course Communication is through the Blackboard Course Webpage using the *Course E-Mail* Link located on the Left-Hand Menu Tool Bar. Prior to the Course Webpage opening, you may contact me at: james.powell@wayland.wbu.edu

Office Hours, Building, and Location: Doctor Powell checks the Bb Course E-Mail daily and **will respond to any E-Mail within 48-72 hours.**

Class Meeting Time and Location: WBUonline -- Students should purchase textbooks and receive them prior to the first day of class if the textbooks are not available via Wayland's Automatic eBook program. In addition, students need to log-in, on or before, the first day of class through the [WBUonline Campus \(https://wbu.blackboard.com/\)](https://wbu.blackboard.com/). This process will activate their Account within Blackboard in preparation for the First Day of Class. This class is conducted completely online and does NOT require proctors for exams. All Graded Quizzes and Assignments are submitted online through the course website. (See more details under "Attendance" requirements.)

Textbook Information

Required Textbook(s) and/or Required Materials:

Craig, Albert M., et al. *The Heritage of World Civilizations*.
10th edition. 2016, Pearson Revel.

Combined eTextbook Edition: ISBN 9780135571057

Wayland's Automatic eBook program: *The textbook for this course is part of the Wayland's Automatic eBook program. You will have access to an eBook and interactive learning material on the first day of class through your Blackboard course site. The cost of this Automatic eBook will be billed directly to your student account when you register for the course. You will be notified via email with access instructions and additional information. If you do not wish to participate in the Automatic eBook program, you will have the first 12 days of class to opt-out of the program (additional details will be outlined in your email instructions). For more information on the Automatic eBook program, visit the Wayland Bookstore [Automatic eBook FAQ](#) page.*

Course Information

Catalog Description: Major religious, political, economic, and social development in the world from ancient times through the Middle Ages.

There is no prerequisite for this course.

Course Outcome Competencies: Upon completion of this course, students will be able to:

- Locate major features of the geography of the ancient Near East, Asia, Africa, and Europe
- Describe the growth and development of the earliest civilizations of Mesopotamia, Egypt, China, Africa, and Meso-America
- Explain the emergence of major world religions and philosophies including Judaism, Buddhism, Islam, Confucianism, Taoism, and Christianity
- Trace the development and historical events of Ancient and Classical Greece and Rome
- Define Feudalism and describe the historic events of the Middle Ages

Attendance Requirements

WBUonline

Students are expected to participate in all required instructional activities in their courses. Online courses are no different in this regard; however, participation must be defined in a different manner. Student “attendance” in an online course is defined as active participation in the course as described in the course syllabus. Instructors in online courses are responsible for providing students with clear instructions for how they are required to participate in the course. Additionally, instructors are responsible for incorporating specific instructional activities within their course and will, at a minimum, have weekly mechanisms for documenting student participation. These mechanisms may include, but are not limited to, participating in a weekly discussion board, submitting/completing assignments in Blackboard, or communicating with the instructor. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements. Any student absent 25 percent or more of the online course, i.e., non-participatory during 2 or more weeks of an 8-week session, may receive an F for that course. Instructors may also file a Report of Unsatisfactory Progress for students with excessive non-participation. Any student who has not actively participated in an online class prior to the census date for any given session is considered a “no-show” and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus. Additional attendance and participation policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university’s attendance policy.

PLEASE PAY SPECIAL ATTENTION TO THIS PART!!! Any student who has not actively participated in an online class prior to the Census Date for any given session is considered a “no-show” and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus.

The Census Date is vital to you so be sure that you have not only logged-in but have actively participated

in some assignment for credit to avoid being Administratively DROPPED from the course. For Fall 1 2021, Attendance in Online classes REQUIRES the completion of an Assignment such as the Introduction Discussion Forum, etc. **NO Later than 16 MARCH 2022 Before 2359/11:59p.m.** REMEMBER---Simply logging into Blackboard, WBUonline, the Course Webpage or any other contact such as an E-Mail to your Professor is NOT accepted by either the WBU Administration nor the State of Texas as “attendance,” and will not count as “participation.” You Have Been Warned!!

University Policies

Statement on Plagiarism and Academic Dishonesty: Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

Disability Statement: In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Director of Counseling, Career and Disability Services serves as the coordinator of students with disability and should be contacted concerning accommodation request at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

Accessibility issues with content in WBUonline courses or in Blackboard should be addressed to the WBU accessibility coordinator, Dr. Trish Ritschel-Trifilo, trifilot@wbu.edu or call (806) 291-3745.

Student Grade Appeals: Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

[WBU Catalog](#)

Course Requirements and Grading Criteria

WARNING: This class is conducted online in the NEW fast-paced 8-week format. Thus, students must plan accordingly for Assignments to come regularly and quickly with heavier weekly reading loads. I hate to say this, but at times, it may seem like trying to drink water from a firehose or a speed dating event. For more information, see [WBU 8-Week FAQs](#). All dates/times refer to the appropriate seasonal Central Time (CT) Zone.

The Course Assignments are composed of three (3) components:

1. **Graded Chapter Quizzes:**

Chapter Quizzes reveal the student's factual knowledge from the assigned reading. Each chapter quiz will be composed of ten (10) questions in various formats including (but are not limited to) multiple choice, fill-in-the-blank, true/false, maps, and more. For preparation and study, practice tests are available on the "*Course Materials*" page. No proctor is required -- all exams are completed online on the "*Graded Quizzes*" page on the Course Website in Blackboard. Students will take fifteen (15) Chapter Quizzes within the eight (8) week Term with the ability to drop five (5) of the 15 Chapter Graded Quiz scores. Depending on the schedule, students may be completing two to four-Chapter Quizzes per week during two testing intervals. Testing intervals are Friday-to-Monday and Tuesday-to-Friday which means, on Friday, an overlap may result in 4 quizzes open for a limited time. Graded Chapter Quizzes begin at 12:00 p.m. Noon CT on the first recorded date and close at 11:55 p.m. CT (just before Midnight) on the last date listed on the Course Schedule (see below) with all times referring to the appropriate seasonal Central Time (CT) Zone. This gives the student **84 hours over a four (4) day window** to complete each quiz after it is posted. Graded Quizzes are **timed with twenty-five (25) minutes** to take and complete the quiz with **ONE attempt at the quiz ONLY. Once you open the Exam, you must complete it within the time limit as the Blackboard Program allows for only ONE (1) Test attempt and all are timed.** There are **NO** make-ups. Each Quiz is worth 6.7% each and the student will be able to drop five (the 5 lowest scores) of the 15-Chapter Quizzes. The top ten (10) Quizzes comprise a total of 67% of your Class Average but remember there are other course requirements. (Each Quiz is worth 6.7% or a total of 67% of the Final Course Grade.)

2. **Student Interaction/Participation:**

The second component of a student's course average are Discussions listed on the Course Schedule twice during the 8-week Term. Each assignment covers several chapters/topics found in the textbook readings. These are designed to give students a better understanding of historical events in exchanges with their classmates in a student-driven interactive environment. Each Answer must be 300-350 minimum word written analysis including footnote citations and a Bibliography for all material used in the Turabian format. **The Turabian Citation format of Notes/Bibliography** -- NOT the Author/Date parenthetical style -- is mandated by the WBU History Department, thus for this course it means FOOTNOTES and a Bibliography for all materials used (not just quoted but paraphrased as well). Assistance can be found on the *Discussion Board* link or hands-on help through contacting the WBU Writing Center. The Discussion Questions will be posted on the *Discussion Board* Link and will require students to post their own Answer to one of the Professor's questions by Thursday evening on the first date scheduled no later than 2359 CT (11:59 pm) or 24-hours prior to the full assignment deadline.

Next, each student must submit One (1) Commentary/Reply of a minimum of 100-words regarding a fellow classmates' answer which is due no later than the next day, Friday, on the date scheduled by 2359 CT (11:59 pm). These "Commentaries" can be in the form of agreements in which you *add* more information supporting the original author's assertion or you may choose to disagree (with civility of course) with something a colleague posted---but it must be more than just an "I agree" sentence. The objective is for students to add substantially to the discussion of a topic; thus your commentaries must be a minimum of 100-words.

The Discussion Forums will open starting on a Friday on the date scheduled at 08:00 CT (8 am) and remain open for posting of a student's Answer to the Professor's question through the following Thursday as scheduled at 2359 CT (11:59 pm). The student's Commentary about one of their

colleagues Answers must be submitted no later than the next evening, on the Friday scheduled, at 2359 CT (11:59 pm) with all times referring to the appropriate seasonal Central Time (CT) Zone. While this appears at first glance to only give you 24-hours to present your commentary portion of the Discussion assignment---that will only be the case if everyone waits until the last minute on Thursday evening to post their own answer---thus restricting the amount of time available for Commentaries to be written. So---Do Not Procrastinate. Get your Answers posted early and then move on to read and select a classmate's Answer post to assess and create your Commentary to submit at any time between when the assignment window opens on a Friday and closes on the following Friday night. CAUTION---you may NOT submit your Commentary until you have posted your own Answer to the Professor's question.

NOTE: *Students will not be able to view or respond to any of your classmates' messages **until AFTER** you have posted your initial Answer Response by creating a new thread. Students who submit an Empty post or Commentary/Reply FIRST (rather than an Answer post) to gain access to the Discussion Forum and their classmates' posts – by accident or intent – will lose 20 points for the first infraction. Additional violations of this rule will result in a zero (0) for that Discussion Forum.*

To reiterate, there are 2-Parts to this assignment. The first is your own Answer to the material posted by the Professor and selected by you and One (1) Commentary that you post regarding what One (1) of your classmates submitted. So, to be clear, there are two (2) separate due dates so Do Not Panic and remember that you have almost one full week to complete both (2) parts of this Assignment. Be certain to submit your Answer No Later Than the First Due Date on the Course Schedule thus allowing at least 24-hours for the Commentaries from your classmates ensuring each student will have time for thoughtful responses to the Answers being submitted. Waiting until the last minute is unfair to those who need time to compose/create in-depth Commentaries, so treat your classmates as you wish to be treated.

The Four (4) Discussions during the Course are each worth 100-points and students will be able to drop TWO (2) of these, obviously it will be the lowest scores or restated in another form, students are required to complete only two (2) of the four (4) Discussions. However, *be careful* and do not skip/miss more than allowable two (2) drops or use them early in the Term only to find you need those points later – as there are NO makeups for this Assignment. You have been warned. The points will be awarded as follows: Eighty (80) points for a quality Answer to the Question/Assignment itself; and then Twenty (20) points for your one Comment/Reply to a classmate's posts. Each Discussion Assignment is worth 15% of your class average---and the lowest two (2) scores of the Four (4) Discussion Assignments will be automatically dropped. Your highest two (2) Discussion Assignments will thus total 30% toward your Course Grade.

PENALTIES: *Loss of points can occur (but are not limited to) postings submitted after the due date, postings that do not meet the stated requirements, minimum word length, numbers of posts, no or improper citations, or postings that use non-scholarly sources such as Wikipedia, History.com, and other popular History and/or Study Websites.*

3. Introduction Post:

Introduction Post (separate from the Four (4) Discussion Forums listed directly above). Students are required to post a brief summary of a minimum of 150 words to earn credit by answering a few Questions about their goals, etc. by the date listed on the Course Schedule. NO Replies to fellow students are necessary. The Introduction Forum is worth 100 points or 3% of the Final Course Grade.

Method of determining course grade:

Course grade will be determined by the student's total accumulated average. All Quizzes are worth 6.7% each for a total of 67% of your course grade. There are 15 Quizzes, but only 10 will be used to determine the Quiz average. Students may drop FIVE (5) of the Chapter Quizzes. All Discussions are worth 15%. There are 4 Discussions and students may drop TWO (2) with only Two (2) used to determine the Discussions average for a total of 30% of your course grade. The remaining 3% of your average comes from the Introduction Forum post.

To view your Grades, click on the "*My Grades*" link within the Course Webpage. Manually calculate your Grade or Current Average using the Course Syllabus and/or see the "*Question on Drops/Avg?*" link for assistance.

Graded Chapter Quizzes (10 at 6.7% each)	67%
Discussions (2 at 15% each)	30%
Introduction Post	3%

Make-up, Resets, Early/Late, Extra Credit Policy:

Since you are given the chance to drop several Assignments (see above), then **I DO NOT allow any Make-up, Resets, Early/Late Assignments -- for any reason so do not ask.** The second reason for not granting Make-Ups is that they tend to be more work for an already over-stressed student, and by allowing the Drop option instead, I feel that everyone benefits while still protecting your opportunity to succeed in this class. So, the rule is -- there are **NO** make-up or late Quizzes or Assignments under any circumstances. A missed, reset, early/late Graded Quiz or other Assignment will simply become a dropped score -- no exceptions and there is **NO** extra credit offered. Therefore, it is imperative that students keep track of due dates for Assignments.

A grace period is available -- with appropriate late penalties applied -- on Discussions **ONLY** allowing students to post until the forum closes on Saturdays at midnight, **BUT** once closed -- the **NO** make-up rule applies.

The University has a standard grade scale:

A = 90-100, B = 80-89, C = 70-79, D = 60-69, F= below 60, W = Withdrawal, WP = withdrew passing, WF = withdrew failing, I = incomplete. An incomplete may be given within the last two weeks of a long term, within the last week of an 8-week session, or within the last two days of a microterm to a student who is passing, but has not completed a term paper, examination, or other required work for reasons beyond the student's control. A grade of "incomplete" is changed if the work required is completed prior to the last day of the next long 16-week term or 8-week session, unless the instructor designates an earlier date for completion. If the work is not completed by the appropriate date, the I is converted to an F.

Tentative Schedule

See Below.

Additional Information

Instructor's Policy on Attendance Requirements: Regular log-on is necessary for satisfactory achievement. Students must log into the course daily in this New fast-paced 8-week Term. This requirement is based upon the student's need to be informed on many issues that can arise, including changes in their course, any WBU announcement posted for the entire class, stay up-to-date on Due Dates for Assignments, and in order to stay in contact with their Professor, who may feel that important information is not being understood by the students enrolled in the course. Experience has demonstrated the important role played by the Professor's messages/postings in assisting students in successfully completing the class. So, remember to check the Course Homepage on a regular basis.

It is the responsibility of each student to keep track of their assignments. Students must have daily access to a computer and a reliable Internet connection to enroll in and succeed in this course. Technical problems with a Student's computer or Internet provider are *not* valid excuses to miss Assignments, Exams, or other Due Dates. Students should *plan, in advance*, to have access to a back-up computer, tablet, or smart phone with the Blackboard App. If a technical problem does occur, students should immediately send an e-mail to the WBUOnline Help Desk, where specialists in this technology can aid.

Online students play by a slightly different set of rules than classroom-based students. Because your Professors have no opportunity to meet you face-to-face or to conduct any real discussions with the class as a group, you pay a penalty when it comes to the final class averages. Unlike those who are in a regular course, day-in and day-out for the term and who can participate in the give-and-take of the academic process, there is no room for leeway when it comes to averaging a student's grade. The nearest thing to classroom interactions are found in the Course Discussion Assignments. These are student-led learning tools, but they also give your Professor a glimpse into how well you are learning the material and substitute for the in-class debates found in the normal lecture format. So, the Trade-Off for flexibility and not driving to class each week is that you must participate in the Discussion Assignments fully in order to give your Professor the best opportunity to assess your overall performance in the class. Failure to do so can make the difference between a student earning an "A" instead of the "B" or passing versus failure of the class.

Instructor's Policy on Academic Dishonesty: Occasionally a few students will attempt to cheat or plagiarize. Students caught will receive a grade of F (0 points) for that assignment. Additionally, such students may receive a grade of F for the Course and may be suspended from the College (penalties which become a permanent part of a penalized student's record and cannot be eliminated by the repeat-option). If you are unsure about the definition of plagiarism, see the Plagiarism Handout on the Course Webpage or visit with your Professor.

Plagiarism includes, but is not limited to:

- downloading a free or purchased paper
- copying an article from the web or electronic database
- translating a foreign web article into English
- copy a paper from a local source
- cobbling -- cutting and pasting to create a paper from several sources (including web sites) even if properly cited
- excessive quoting (more than 20% even if properly cited)
- quoting less than all the words copied
- changing some words but copying whole phrases
- paraphrasing without attribution

- summarizing without attribution
- faking a citation
- recycling work from a previous or current course, whether your own work or another student's work.

Review the Plagiarism Handouts located on the “*Course Info*” link on the Course Webpage.

Choosing Solid Scholarly Historical Research: Students often search for additional information about historical events to supplement their understanding of the material in preparation discussions, and even Graded Quizzes. To correctly interpret historical issues requires an accurate knowledge of the facts, so you can also consult secondary sources such as the work of other scholars and historians. Students are, however, **STRONGLY** cautioned to choose these extra sources, particularly Internet sites, with care. Websites, such as Wikipedia, Yahoo, Encyclopedias, History.com, Study.com, Biography.com, social media posts, etc., DO NOT necessarily contain reliable facts, documentation, or interpretations, and therefore, should not be used in a college course. One should NEVER cite these websites as official documentation even if you use them for a “Quickie” look at what they say about some topic. Websites like Wikipedia even post disclaimers, informing users that their material may or may not be valid [Wikipedia Disclaimer \(http://en.wikipedia.org/wiki/Wikipedia:Disclaimers\)](http://en.wikipedia.org/wiki/Wikipedia:Disclaimers). Instead, students should choose sources from the WBU Library, such as History Cooperative, JSTOR, or other refereed journals. For websites, learners should only select ones where an author is listed and can be identified as a scholar, historian, or other knowledgeable person. Such examples would include websites ending in .edu or .org. **Use of Wikipedia, Yahoo, ANY Encyclopedias, Dictionaries, or general History websites (like History.com or the .net one) or any similar websites as sources for a college-level assignment will receive a minimum of a letter-grade deduction (generally this means a minimum of a 10-point loss). If you are in-doubt write to the Professor and ask for confirmation about the scholarly nature of the site/source in question.**

Etiquette: The study of history is important and deserves respect from both the Professor and Students. Everyone has an obligation to cultivate an environment for learning that enhances the ability to pursue the shared interest in history. Respect for one another and for their ideas and values are essential for a strong community for the study of the Human Story that is history. Respectful students bring a strong work ethic to the course and are expected to log-on to the class regularly, be prepared for each class, and be attentive to discussions or other interactive participation. A shared respect for one another is essential to the academic integrity and a comfortable learning environment. Everyone must do their part to maintain a climate of openness and civility that encourages and honors intellectual achievement. If you need to review the standard for Net Etiquette rules, see the [Netiquette Rules](#) for more information

Teaching and Learning Strategy: The class is approached as an on-line instruction tool to learn about History. The course was designed to be completed during the NEW fast-paced 8-week Terms. Thus, students must schedule, on average, approximately 15-20 hours per week to accomplish the assignments required in a survey course of this complexity while reading material of 200-250 pages per week. It is recommended for the student to block out time in your day planner *daily* for completing reading, reviewing, and course work -- just as you would if you were on campus.

This course stresses interaction between the students emphasizing their ability to engage in what is known as “Active Learning” a form of the Socratic Method. The goal is to avoid the drudgery of traditional lecture formats and uses textbook chapters and supportive readings, mixed with primary documents usually found on Internet sites to support the historical material. Students should view and/or print off the Course Syllabus and Course Schedule regularly to keep track of posting dates for

exams, and other graded assignments. In addition, regularly check the Course Homepage and Course E-mail for notices about any changes in the class or content materials. Participation in this course is crucial to success in any student driven learning process.

Since this course is offered as an online class, individualized learning is the key. Your ability to read the textbook and additional material and learn on your own to identify major theses and link material together into a complete picture of the subject/topic is crucial. The Professor is, however, available by via email to discuss in-depth any material you do not understand. Never hesitate to write me and ask questions, even if they are only for your edification and not tied directly to an assignment. But the burden of learning falls upon the individual student.

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Where do I Begin?: Go to the Course Webpage on WBUonline (Blackboard) and select the "*Course Info*" Link:

--Print out/or save a copy of the Course Syllabus for the Term to keep handy for referral.

--Print out the Course Schedule from the "*Course Schedule*" Link and post somewhere prominent. Put the dates in your smart phone calendar.

--Review and be familiar with ALL Course Policies and Graded Assignments.

****Changes or adjustments in Course Material, Course Schedule, or other parts of this Course Syllabus may be made during the Term if circumstances warrant.**

Are there Proctored Exams? Rules of the Graded Quizzes: No proctor is necessary as all Quizzes and other Assignments are completed online. Quizzes are scheduled on the Calendar to begin at 12:00 p.m. Noon on the first date listed and close at 11:55 p.m. Midnight (usually Monday) on the second date posted on the calendar. **Graded Quizzes are be timed** and you will only be able to **attempt the Graded Quiz only once** for Credit. You **MUST** complete the Graded Quiz once the timer begins. **You cannot view the exam and then return later to complete.** So do not answer your door or the telephone if it rings, banish your spouse, children or significant other while testing, and be aware of weather-related issues that may develop, meaning do not start a Graded Quiz during a thunderstorm, dust storm, snow storm, excessive wind, etc.!

Computer Requirements – Have a Back-up Plan: Regular log-on is required for satisfactory achievement. Therefore, it is the responsibility of the student to keep track of their assignments. Students must have regular access to a computer and a reliable Internet connection to enroll in this course. I repeat, these are minimum requirements for all students in every online course. Technical problems *are not* an excuse to miss a posted Graded Exam or other assignment Due Date. Students should plan ahead to have all work submitted earlier than the last Due Date in the event of a computer malfunction or other disruption and everyone should also have access to a back-up -- a computer at a family member's home, friend's location, local school, local city library, tablet or smart phone with the Bb App -- to meet all assignment dates. It is strongly recommended to download the [Student Blackboard Mobile App](#) for your Smart Phone or tablet to access the Course when Wi-fi is down,

Internet is unavailable, a computer crashes, students are not at home, etc. Many learners use this App to successfully interact in the Course as well as upload and/or complete Assignments. This is one of the trade-offs for the convenience of a Virtual class. When technical problems occur, students need to contact the [WBUonline Help Desk](#) for assistance immediately. They are open 24/7 via Chat, E-mail or by telephone.

Submission of ALL Assignments: Students **MUST** submit ALL Assignments and Exams/Quizzes electronically per the appropriate Instructions on the Course Website and no Assignments will be accepted in any other form as mandated by University and Course Syllabus rules.

Course Schedule for HIST 1303 – Spring 2 2022:

Assignments: Unless otherwise noted, all assignments are due before 11:59 p.m. (just prior to Midnight) Central Time (CT) on the final date listed. All dates refer to the 2022 Calendar Year and all times refer to the appropriate seasonal CT (Central Time). Students **MUST** submit all Assignments electronically per the appropriate Instructions on the Course Syllabus/Website and no Assignments will be accepted in any other form as mandated by University and Course Syllabus rules.

Computer Problems? Contact the [WBUonline Help Desk](#) immediately. They are open 24/7 via Chat, E-mail or by telephone. NOTE that technical problems are NOT an excuse to miss a posted Assignment Due Date. Turn in assignments early and have backup plan.

Suggested Date to Begin Reading	General Topics Covered	Reading Assignment	Open Dates of Graded Quizzes	Open Dates of Discussions
3/14	Week 1 (A Few Instructions)	Purchase books. Familiarize yourself with the syllabus, policies, Course Info page, and other areas of the course	Graded Quizzes Available on the "Graded Quizzes" link Practice Quizzes and Other Study Materials Available on the "Course Materials" link	Locate Questions & Post Entries on the "Discussions" link NOTE the TWO Separate Due Dates Below on Discussions.
3/14	Module I Birth of Civilization	<i>Textbook</i> (<i>Textbook</i> refers to <i>The Heritage of World Civilizations</i> , 10th Ed. by Craig, et al) Chapter 1	3/18 - 3/21 (1 Graded Quiz)	Post Your Introduction on the "Intro" Discussion Board Forum Opens 3/14 Closes 3/16 Participation is REQUIRED by 3/16/22 to avoid being administratively dropped from the course.
3/20	Module II Four Great Revolutions in	Chapter 2	3/22 - 3/25 (1 Graded Quiz)	Discussion #1 Opens 3/18 Answers DUE 3/24 Replies DUE 3/25

	Thought & Religion			
3/23	Module III Greek & Hellenistic Civilization; West Asia, Inner Asia, & South Asia	Chapters 3 & 4	3/25 - 3/28 (2 Graded Quizzes)	No Discussion Due
3/27	Module IV The Africa: Early History to 1000 C. E.; Republican & Imperial Rome	Chapters 5 & 6	3/29 - 4/1 (2 Graded Quizzes)	Discussion #2 Opens 3/25 Answers DUE 3/31 Replies DUE 4/1
3/30	Week V China's First Empire	Chapter 7	4/1 - 4/4 (1 Graded Quiz)	No Discussion Due
4/3	Module VI Imperial China; Early Japanese History	Chapters 8 & 9	4/5 - 4/8 (2 Graded Quizzes)	Discussion #3 Opens 4/1 Answers DUE 4/7 Replies DUE 4/8
	A SHORT Break	Take a Break in Reading and Testing.		
4/13	Module VII Formation of Islamic Civilization	Chapter 10	4/15 - 4/19 (1 Graded Quiz) **NOTE: EXTENDED Due Date because of the Holiday.	No Discussion Due
4/17	Module VIII Byzantine Empire & Western Europe to 1000; Islamic World, 1000-1500	Chapters 11 & 12	4/19 - 4/22 (2 Graded Quizzes) **NOTE: Return to Normal Quiz Schedule.	Discussion #4 Opens 4/15 Answers DUE 4/21 Replies DUE 4/22
4/20	Module IX Ancient Civilizations of the Americas	Chapter 13	4/22 - 4/25 (1 Graded Quiz)	No Discussion Due
4/29	Last Day to Drop	Please visit with an Adviser before dropping course.		
4/24	Module X Africa 1000-1700	<i>Textbook</i> -- Chapter 14	4/26 - 4/29 (1 Graded Quiz)	No Discussion Due

4/27	Module XI Europe to Early 1500s	<i>Textbook --</i> Chapter 15 Congratulations! When this last Quiz is done -- the Course is Completed.	4/29 - 5/2 (1 Graded Quiz)	No Discussion Due
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